

Rec. Ctr

20 April 1970

Note to Records Officers:

Attached is a list of the manufacturers of records equipment systems that will display their wares in Booths at the Thirteenth Annual Records Management Conference. It is being conducted by the Association of Records Executives and Administrators (AREA) next Monday, Tuesday and Wednesday (27, 28, 29 April 1970) at the Marriott Twin Bridges Motel.

If you and your Administrative Officer, Logistics or Systems Officers are interested there is a complementary ticket attached for use by you and your guest.

We have been advised that the hundreds of people attending the lectures and seminars (\$100 registration) will crowd this Exhibit Area during the Luncheon Breaks. Therefore, it is recommended that you plan your visits for about ten in the morning or 1:30 in the afternoon to obtain the best viewing or opportunity to discuss requirements and problems with the exhibitors.